**Email Update: Notice to Parents**

Dear Parents and Guardians,

I will be sending out weekly email updates through Infinite Campus. If your email address is not up to date in Infinite Campus you will not receive my updates. I have already sent out one email through Infinite Campus. If you received my email please check the appropriate box below and sign. If you did not receive the email from me and would like to receive future emails please fill out your child’s name, your name, your email address and sign below.

Thank you for your help in my effort to increase parent teacher communication.

Sincerely,

Amie Leas

World History Teacher

Albert Einstein Middle School

**Email Address Update for Infinite Campus (please print neatly)**

Student Name (first & last name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 I received your email, no need to update my email address in Infinite Campus.

 I do not use email.

 I did not receive your email and would like my email to be updated in Infinite Campus for future class updates.

Parent/Guardian Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Name (print neatly)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address(print neatly)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(optional) Additional Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_